

ATTACHMENT 2

DATE: **ASSIGNMENT NO.:** **PROPOSAL REQUEST NO.:**

MASTER AGREEMENT: **CONTRACT NUMBER (DO):** _____

Fund: _____ Dept: _____ Unit: _____ Object Code: _____ Activity: _____ Rept: _____ Percentage: _____

Fund: _____ Dept: _____ Unit: _____ Object Code: _____ Activity: _____ Rept: _____ Percentage: _____

Fund: _____ Dept: _____ Unit: _____ Object Code: _____ Activity: _____ Rept: _____ Percentage: _____

TO: CONSULTANT:

FROM: **OWNER:** Rotation List Manager:
Project Manager / Department: /
Contract Management Division
Contract and Land Management Department
City of Austin
P.O. Box 1088
Austin, Texas 78767

The CONSULTANT PROPOSAL is for the following PROJECT assignment:

SUBPROJECT NAME:

SUBPROJECT DESCRIPTION:

Reference Attachments: _____

SUBPROJECT FIXED CONSTRUCTION BUDGET (RE: Section 3): Dollars (\$))

(continued on next page)

PHASES OF SERVICE AND RESOURCE ALLOCATION PLAN REQUIRED FOR BASIC SERVICES (RE: Sections 1 & 4):

Preliminary Phase

☐ Required ☐ Not Required

The CONSULTANT shall commence the provision of services upon receipt of written authorization from the OWNER to proceed with this phase of the services as described in Subsection 1.4.1 of this AGREEMENT and agrees to complete all services required in () calendar days.

Design Phase

☐ Required ☐ Not Required

The CONSULTANT shall commence the provision of services upon receipt of written authorization from the OWNER to proceed with this phase of the services as described in Subsection 1.4.2 of this AGREEMENT and agrees to complete all services required in () calendar days.

Bid-Award-Execution Phase

☐ Required ☐ Not Required

Construction Phase

☐ Required ☐ Not Required

Construction Time Extensions (RE: Par. 1.4.4.1): Number of Days

Resident PROJECT Representative (RE: Par. 1.4.4.14) ☐ Required ☐ Not Required

Post Construction Phase

☐ Required ☐ Not Required

Warranty Services Allowance (RE: Par. 1.4.5.6): Number of Hours

OTHER BASIC SERVICES: Reference Attachments:

PAYMENTS FOR BASIC COMPENSATION

☐ Lump Sum

☐ Loaded Hourly Rate

Lump Sum: Payments for Basic Services shall be made such that Basic Compensation for each Phase shall equal the following percentages of the total Basic Compensation payable:

Preliminary Phase:	percent (%)
Design Phase:	percent (%)
Bid-Award-Execution Phase:	percent (%)
Construction Phase:	percent (%)
Post Construction Phase*:	percent (%)
	[* normally 6% percent of the Construction Phase compensation]

Loaded Hourly Rate: Complete Attachment 3

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CONSULTANT PROPOSAL

The proposed budget for this PROJECT assignment and the services described above is:

Basic Services	\$
Allowance for Reimbursable Expenses	\$
TOTAL	\$

Required Resource Allocation Plan (Sec. 4) is included as Attachment 1

Reference Other Attachments:

Signature: _____
CONSULTANT _____ DATE _____

NOTICE TO PROCEED

When executed by the OWNER in the space provided below, and delivered to the CONSULTANT, the CONSULTANT is authorized to proceed with work as described in the PROPOSAL REQUEST, for the amount indicated above, in accordance with the contract referenced above and hereby incorporated herein.

NOTE: The Quality Control Plan (QCP) is to be submitted to the Project Manager no later than 14 calendar days from the date below.

OWNER : _____
By: _____, Rotation List Manager
Contract Management Division _____ DATE _____

cc: _____, Project Manager